



# Town of Groton, Connecticut

## Meeting Agenda

### Town Council

45 Fort Hill Road  
Groton, CT 06340-4394  
Town Clerk (860)441-6640  
Town Manager (860)441-6630

*Mayor Harry A. Watson, Councilors Heather Sherman Bond, Kathryn M. Brown-Tracy, Catherine Kolnaski, Deborah B. Monteiro, Frank O'Beirne, Jr., Rita M. Schmidt, Paulann H. Sheets, and James L. Streeter*

Wednesday, February 06, 2008

7:30 PM

Town Hall Annex - Community Room 1

### SPECIAL MEETING

#### I. ROLL CALL

#### II. SALUTE TO THE FLAG

Scott Martin to lead the Pledge of Allegiance

#### III. RECOGNITIONS, AWARDS & MEMORIALS

2008-0037 Proclamation Recognizing Brian Grasser

Proclamation - TC

#### PUBLIC HEARING

Recess for Public Hearing to Solicit Comments Prior to Preparation of the Proposed FYE  
2009 Budget

2007-0310 FYE 2009 Budget

Referral

#### IV. CITIZENS' PETITIONS, COMMENTS AND CONCERNS

This is the portion of the Council Agenda where the Council welcomes comments from citizens. Each presentation should be limited to five minutes or less, and citizens should, if possible, submit written comments. Presentations should be related to matters pertinent to Groton. Town Councilors will only ask questions in order to clarify the speaker's presentation and can respond during the Responses to Citizens' Petitions portion of the Town Council meeting. Citizens should make their presentations from the lectern and state their names and addresses for the record.

#### V. RESPONSES TO CITIZENS' PETITIONS, COMMENTS AND CONCERNS

#### VI. CONSENT CALENDAR

All matters listed under Item VI (Consent Calendar) are considered to be routine and will be enacted by one motion. No separate discussion of these items will take place, unless cause is shown prior to the time Council votes on the motion to adopt.

##### a. Approval of Minutes

2008-0040 Approval of Minutes (Town Council)

Resolution - Consent

##### RESOLUTION ACCEPTING TOWN COUNCIL MINUTES

RESOLVED, that the minutes of the Town Council meeting of January 15, 2008 are hereby accepted and approved.

##### b. Administrative Items

2008-0031 Special Trust Fund Contributions

Resolution - Consent

##### RESOLUTION ACCEPTING CONTRIBUTIONS TO SPECIAL TRUST FUNDS

RESOLVED, that the Town Council hereby accepts contributions to the Town as follows:

Christie Max Williams and Cate Moffett - \$25.00 - Mystic Arts Cafe  
 Katherine Bishop - \$50.00 - Mystic Arts Cafe  
 Hiroko Masamune - \$50.00 - Mystic Arts Cafe  
 Sharon Sanders - \$100.00 - Mystic Arts Cafe  
 Anonymous - \$45.00 - Parks and Recreation Revolving  
 Priscilla P. Anson - \$25.00 - Mystic Arts Cafe  
 Various Donations - \$770.29 - Groton Utilities Energy Assistance Program  
 Jim Marshall - \$100.00 - Mystic Arts Cafe  
 Susan Decorte - \$221.00 - Parks and Recreation Revolving  
 Richard Gunnell - \$33.34 - Parks and Recreation Revolving  
 Pfizer United Way Campaign - \$36.59 - Library Discretionary  
 Anonymous - \$3.00 - Social Services Discretionary  
 Cheryl Dominy - \$50.00 - Social Services Discretionary  
 Groton Senior Citizens Club - \$250.00 - Social Services Discretionary  
 Judith Leonard - \$25.00 - Social Services Discretionary  
 Robert Schneider - \$30.00 - Social Services Discretionary  
 Waterford Group-Mystic Marriott - \$2,500.00 - Social Services Discretionary  
 Various Donations - \$824.00 - Groton Utilities Energy Assistance Program  
 Groton Utilities - \$297.06 - Groton Utilities Energy Assistance Program  
 CT Section of the PGA - \$1,000.00 - Parks and Recreation Revolving

#### **c. Deletions from the Town Council Referral List**

<b>2008-0035</b>	<b>Office of Statewide Telecommunications Grant - Communications Tower Upgrade</b>	<b>Referral</b>
<b>2007-0305</b>	<b>FYE 2007 CAFR</b>	<b>Referral</b>
<b>2008-0016</b>	<b>Reallocation of CIP Funds - Police Station Renovations</b>	<b>Referral</b>
<b>2008-0025</b>	<b>Pfizer Power Generating Facility</b>	<b>Referral</b>
<b>2008-0039</b>	<b>Appointments to Neighborhood Revitalization Zone Committee</b>	<b>Resolution</b>
<b>2006-0298</b>	<b>Steamboat Wharf Dredging Request</b>	<b>Referral</b>
<b>2007-0285</b>	<b>CGS 8-24 Referral to Planning Commission of Conveyance of Town Property</b>	<b>Referral</b>

### **VII. COMMUNICATIONS & REPORTS (Other than Committee Reports)**

- a. Town Councilors**
- b. Clerk of the Representative Town Meeting**
- c. Clerk of the Council**
- d. Town Manager**
- e. Town Attorney**

### **VIII. COMMITTEE REPORTS**

- a. Community & Cultural Development - Chairman Brown-Tracy**
- b. Economic Development - Chairman Bond**
- c. Education/Health & Social Services - Chairman Kolnaski**
- d. Environment/Energy - Chairman Sheets**

- e. Finance - Chairman Schmidt
- f. Personnel/Appointments/Rules - Chairman O'Beirne
- g. Public Safety - Chairman Streeter
- h. Public Works/Recreation - Chairman Monteiro
- i. Committee of the Whole - Mayor Watson

## IX. NEW BUSINESS

- 2008-0035      Office of Statewide Telecommunications Grant -      Referral**  
**Communications Tower Upgrade**

RESOLUTION AUTHORIZING A GRANT FROM THE STATEWIDE OFFICE OF EMERGENCY TELECOMMUNICATIONS (OSET)

WHEREAS, a project to repair and upgrade the antenna towers for vital emergency communications at the Groton public safety facility is under way, and

WHEREAS, the funding of \$63,310 budgeted for this purpose in the general maintenance accounts since 2005 is now inadequate for the currently needed repairs, and

WHEREAS, the Office of Statewide Emergency Telecommunications (OSET) now provides grants for appropriate capital projects at emergency dispatch centers, now therefore be it

RESOLVED, that the Town Manager may apply for an OSET grant of \$17,185.

### Legislative History

1/16/2008	Mayor	Referred	Town Council Finance Committee
1/22/2008	Town Council Finance Committee	Recommended for a Resolution	

- 2007-0305      FYE 2007 CAFR      Referral**

RESOLUTION ACCEPTING THE FYE 2007 AUDIT REPORT

WHEREAS, the Town Council has considered the annual audit of the Town of Groton's finances, covering the fiscal year from July 1, 2006 through June 30, 2007, and

WHEREAS, the Council has discussed the audit findings with the manager of the audit team from the firm of Blum Shapiro, now therefore be it

RESOLVED, that the Town of Groton accepts and files the FYE 2007 Comprehensive Annual Financial Report (CAFR), the Auditor's Reports and Management Letter.

### Legislative History

12/20/2007	Mayor	Referred	Town Council Committee of the W
1/8/2008	Town Council Committee of the Whole	Discussed	

*Town Manager Oefinger distributed the FYE 2007 CAFR. The Town's auditor will make a formal presentation at the next Committee of the Whole meeting on January 22nd. The Town Manager asked Councilors to call with any specific questions or concerns prior to the meeting.*

1/22/2008	Town Council Committee of the Whole	Discussed
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*Director of Finance Sal Pandolfo introduced Town Treasurer Cindy Landry and Vanessa Rossitto of the Town's auditing firm, Blum Shapiro. The 2007 Comprehensive Annual Financial Report (CAFR) was previously distributed to the Council. Mr. Pandolfo reviewed the introductory section of the report which*

includes a letter of transmittal and a GFOA Certificate of Achievement. Ms. Rossitto noted that the audit opinion is a "clean" opinion, which is the highest rating. She noted Management's Discussion and Analysis document, which summarizes what has happened in the Town in the last year. Ms. Rossitto then reviewed the Basic Financial Statements including the Statement of Net Assets, the Statement of Activities, and major fund balances. The General Fund balance equals 8.3% of the budget.

The budget to actual analysis shows that revenues were approximately \$2.8 million greater than anticipated and expenditures were \$1 million less.

Ms. Rossitto then briefly reviewed the Internal Service Funds and Fiduciary Funds balances, noting there is approximately \$86 million in the pension trust and \$273,000 in private purpose trust funds.

There were no questions from the Council on the Notes to Financial Statements.

Supplemental statements include a more detailed balance sheet; more detailed general fund budget to actual statements, balance sheets for non-major governmental funds and other funds, and combining statements for internal service funds and fiduciary funds.

Ms. Rossitto noted the Other Schedules and Statistical Section portions of the document.

Ms. Rossitto reviewed Blum Shapiro's notes and recommendations resulting from the audit. The issues involve capital asset reporting, accounting for education grants, documenting student activity funds, administrator password controls, documenting a disaster recovery plan for both the Town and Board of Education, developing technology and operational policies and procedures at the Board of Education, and securing the Board of Education's wireless network.

Ms. Rossitto noted that two new auditing standards are coming out this year. The first requires auditors to document in more depth the internal controls of the Town and the second, SAS 114, requires auditors to meet before, during and after the audit to open lines of communication. In response to a question from Councilor Sheets, Ms. Rossitto stated that these procedures will not lead to an "opinion" as to whether or not the Town is reasonably safe from embezzlement. Such an opinion would require very detailed analysis and would be very costly.

<b>1/22/2008</b>	<b>Town Council Committee of the Whole</b>	<b>Recommended for a Resolution</b>	
<b>2008-0016</b>	<b>Reallocation of CIP Funds - Police Station Renovations</b>		<b>Referral</b>

RESOLUTION REALLOCATING CAPITAL PROJECTS FUNDING SOURCES BETWEEN LOCAL CAPITAL IMPROVEMENT PROGRAM FUNDS (LOCIP) AND CAPITAL RESERVE FUND

WHEREAS, the FYE 2008 Capital Projects budget approved \$205,000 for Project 6)B Police Station including \$150,000 in LoCIP funding to undertake needed renovations to the detectives' work area, including the purchase of furniture, along with changes in interior walls and mechanical and electrical systems, and

WHEREAS, it has since been determined that LoCIP funds cannot be used for the purchase of furniture, now therefore be it

RESOLVED, that \$150,000 in LoCIP funds previously approved for Project 6)B Police Station be transferred to Project 3)C New Sidewalk Construction, and that \$150,000 in Capital Reserve funding previously approved for Project 3)C New Sidewalk Construction be transferred to Project 6)B Police Station.

Refer to RTM

**Legislative History**

<b>1/7/2008</b>	<b>Mayor</b>	<b>Referred</b>	<b>Town Council Committee of the W</b>
<b>1/22/2008</b>	<b>Town Council Committee of the Whole</b>	<b>Discussed</b>	

renovations. Subsequently, it was discovered that LoCIP funds cannot be used for furniture, therefore he is requesting a reallocation of funds between the Route 1 sidewalk project and the Police Station Renovations project. The funding sources will be switched, but there would be no additional funding required for either project.

<b>2008-0025</b>	<b>1/22/2008</b> <b>Town Council Committee of the Whole</b> <b>Pfizer Power Generating Facility</b>	<b>Recommended for a Resolution</b>	<b>Referral</b>
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RESOLUTION AUTHORIZING A LETTER TO THE SITING COUNCIL CONCERNING THE TOWN'S INTERESTS IN A PROPOSED COGENERATION PLANT OF PFIZER, INC.

WHEREAS, Pfizer has requested various approvals for a co-generation steam and electricity plant to be located on its campus in the City of Groton, and

WHEREAS, the Town of Groton has an automatic right to enter its position for the record in the proceedings of the Siting Council, and

WHEREAS, the Town Council deems it necessary to call attention to such issues as noise levels, the transportation of ammonia on public streets, use of water for cooling, and other matters of concern to residents, now therefore be it

RESOLVED, that the Town Manager is authorized to send a letter identifying the above-noted issues to the Siting Council and to make such other appearances and communications as may appropriately represent the concerns of the Groton Town Council.

**Legislative History**

<b>1/8/2008</b>	<b>Mayor</b>	<b>Referred</b>	<b>Town Council Environment/Energy</b>
<b>1/15/2008</b>	<b>Mayor</b>	<b>Referred</b>	<b>Town Council Committee of the Whole</b>
<b>1/22/2008</b>	<b>Town Council Environment/Energy Committee</b>	<b>Not Discussed</b>	

<b>1/22/2008</b>	<b>Town Council Committee of the Whole</b>	<b>Recommended for a Resolution</b>
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*Councilor Sheets reviewed her research on this issue. Discussion followed on how to respond. Staff was asked to draft a letter outlining Councilor Sheets' concerns for the Council's review.*

<b>1/22/2008</b>	<b>Town Council Committee of the Whole</b>	<b>Motion</b>
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*to recommend a resolution authorizing the Town Manager to send a letter to the state regarding the Pfizer proposal*

<b>2008-0039</b>	<b>Appointments to Neighborhood Revitalization Zone Committee</b>	<b>Resolution</b>
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RESOLUTION APPOINTING AND REAPPOINTING MEMBERS OF THE FORT HILL NRZ COMMITTEE

RESOLVED, that the following appointments and reappointments to the Fort Hill Area Neighborhood Revitalization Zone Committee are hereby made with terms as indicated.

Appointments:

Paul Nichols (ex officio), Neighborhood and Community Planner, Town of Groton, 134 Groton Long Point Road, Groton - Term expiring 12/31/09

Libby Ribarich, 138 Midway Oval, Groton (homeowner) - Term expiring 12/31/10

Reappointments:

Officer Dexter Herron, Community Policing Officer, Town of Groton, 68 Groton Long Point Road,

Groton - Term expiring 12/31/10

Lisa Gernhard, 75 Midway Oval, Groton (homeowner) - Term expiring 12/31/09

Cindy Baril, 26 St. Joseph Court, Groton (homeowner) - Term expiring 12/31/10

**Legislative History**

2006-0298	1/22/2008 <b>Town Council Personnel/Appointments/Rules /Legislation Committee</b>	<b>Recommended for a Resolution</b>	<b>Referral</b>
	<b>Steamboat Wharf Dredging Request</b>		

**RESOLUTION REAFFIRMING THE EXPENDITURE OF APPROPRIATED FUNDS FOR DREDGING AT STEAMBOAT WHARF**

WHEREAS, in the resolution in legislative matter 2006-0204 the Town Council authorized, for dredging in the Mystic River adjacent to the Steamboat Wharf residences, the use of \$13,800 that was remaining from the total of \$21,000 that was previously appropriated by the Town Council and RTM in file number 2004-0272 for sediment removal, and

WHEREAS, in view of the passage of time since that authorization, the Town Council has reviewed the proposed effort and finds that DOT has secured a permit from DEP for the dredging, and

WHEREAS, it is not yet known how much contribution, if, any, can be expected from Connecticut DEP and from the residents/owners of Steamboat Wharf, now therefore be it

RESOLVED, that the Town Council reaffirms its authorization that Town funds in the amount of \$13,800 can be expended for the above-described project and hereby affirms that Town Manager Mark R. Oefinger may execute all such documents as may be required for the completion of the dredging.

**Legislative History**

11/21/2006	<b>Mayor</b>	<b>Referred</b>	<b>Town Council Public Works Comi</b>
11/21/2006	<b>Town Council</b>	<b>Referred</b>	<b>Town Council Public Works Comi</b>
12/12/2006	<b>Town Council Committee of the Whole</b>	<b>Discussed</b>	

*Town Manager Oefinger noted that Steamboat Wharf Condominium owners were present to address the request. Marshall Yudin, president, and Kurt Stohm, owner, would like the lagoon at Steamboat Wharf dredged. The last dredgings occurred in 1999 and 1992; prior to that, the lagoon was dredged every two years by DOT. Town Manager Oefinger explained that at the time of the last dredging, the Town secured the permit and turned it over to DOT, which hired an outside firm. The Town also provided a place for the dredge materials, at a tremendous cost savings. Now there is a desire to find a long term solution. Although there has been a series of discussions between Steamboat Wharf, DOT and DEP over the years, no one has identified a plan or who would pay. The Town Manager reminded the Council that the Town approved \$20,000 for the project. Initial attempts by the Town to remove the material by vacuuming were unsuccessful. A private contractor with a stronger vacuum had more success, but they could not reach the outer area of the plume. The Town has continued discussions with DOT regarding providing separators in the drainage system in Water Street, but the drainage system is being designed to meet a budget number, not to provide a long term solution.*

*Mr. Yudin noted the condominium owners committed to rebuilding the bulkheads and docks once dredged which is a large investment.*

*Discussion followed on the drainage pipe and the upland drainage area.*

*Town Manager Oefinger noted that dredging will be significantly more expensive this time because of disposal costs. This is a policy issue for the Town Council. The Town Manager feels that there should be a partnership between the three entities. If the Council decides to proceed, there would be a CIP project prepared. Discussion followed on the status of the dredging permit.*

*Councilor O'Beirne expressed concern that the cost of the solution is shifting to the Town. He suggested that*

*the Town put pressure on DOT to fix the problem. He supports the Town helping with the permitting, but not scheduling the project in the CIP.*

*Councilor Sheets asked if Public Works could reduce sanding on surfaces contributing to the plume. Town Manager Oefinger noted that the Town has made progress in that area, but sand is still the preferred way of providing traction on hills so it can not be eliminated entirely.*

*Mayor Watson suggested that the Town has tried to help in this situation, but it is really DOT's problem and a meeting should be forced. Councilor Sheets suggested notifying the Governor of DOT's resistance. Mayor Watson noted he would work with the Town Manager to set up a meeting.*

*The Committee recessed for 10 minutes.*

<b>11/7/2007</b>	<b>Town Council Public Works Committee</b>	<b>Referred</b>	<b>Town Council Public Works/ Recr</b>
<b>12/11/2007</b>	<b>Town Council Public Works/ Recreation Committee</b>	<b>Not Discussed</b>	
<b>1/8/2008</b>	<b>Town Council Public Works/ Recreation Committee</b>	<b>Discussed</b>	
<b>1/22/2008</b>	<b>Town Council Public Works/ Recreation Committee</b>	<b>Recommended for a Resolution</b>	

## **X. ADJOURNMENT**